

CONNECTICUT STATE DEPARTMENT OF EDUCATION  
OFFICE OF CHILD NUTRITION  
25 INDUSTRIAL PARK ROAD  
MIDDLETOWN, CONNECTICUT 06457-1543

TO: Child and Adult Care Food Program (CACFP) Sponsors

FROM: Maureen B. Staggenborg, Director  
Child Nutrition Programs

DATE: October 10, 2002

SUBJECT: Operational Memorandum #02C-03 ***ED-103 Schedule D Reimbursement  
Claim for Day Care Centers***

Enclosed is the ***ED-103 Schedule D Reimbursement Claim for Day Care Centers*** effective for October 1, 2002. The information that has changed from last year includes the revision date and the deletion of those items requesting program costs and income.

The Office of Child Nutrition can provide the claim form by E-mail or on disk upon request. It is in a table format on Word 2000 for Windows 98, IBM compatible. These requests may be made to Linda Byrne at 860-807-2072. The claim was approved by the Forms Review Committee of the State Department of Education and contains information that is required by the U. S. Department of Agriculture. Content may not be deleted or added.

Please forward the claim and instructions to the appropriate staff in your agency.

If you have any questions contact Susan Boyle at 860-807-2074, Susan Bransfield at 860-807-2076 or Benedict Onye at 860-807-2080.

Enclosure